

**AGENDA**



**Recommendation for Council Action (Purchasing)**

<b>Austin City Council</b>	<b>Item ID:</b>	16360	<b>Agenda Number</b>	50.
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<b>Meeting Date:</b>	August 23, 2012
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<b>Department:</b>	Purchasing
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**Subject**

Authorize award and execution of a six 6-month service contract with MALDONADO NURSERY & LANDSCAPING, INC., or one of the other qualified bidders for IFB-BV No. CB30066, to provide grounds maintenance mowing service for the Parks and Recreation Department's Zone 7 and 10 in an estimated amount not exceed \$38,538 with four 12-month extension options in an estimated amount not to exceed \$77,076 per extension option, for a total estimated contract amount not to exceed \$346,842.

**Amount and Source of Funding**

Funding in the amount of \$38,538 is available in the Fiscal Year 2011-2012 Operating Budget of the Parks and Recreation Department Fund. Funding for the remaining extension options is contingent upon available funding in future budgets.

**Fiscal Note**

There is no unanticipated fiscal impact. A fiscal note is not required.

<b>Purchasing Language:</b>	Best evaluated responsive bid received.
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<b>Prior Council Action:</b>	
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<b>For More Information:</b>	Cruz Banda, Buyer II /974-2133
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<b>Boards and Commission Action:</b>	
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<b>Related Items:</b>	
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<b>MBE / WBE:</b>	This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.
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**Additional Backup Information**

Contracts for landscape maintenance service for Zones 1-6, 8 and 9 were approved by City Council in May 2010. This contract is for Zone 7 and 10 only for the Parks and Recreation Department (PARD) on approximately 174 acres of parks, right of ways, greenbelts, and other public property throughout the City. The Parks and Recreation Department parks are divided into 10 zones.

The Contractor will be responsible for mowing, edging and trash pick-up around all park areas listed in each zone. Contractor will provide its own equipment to perform the work. The Contractor and the Parks & Recreation Department will meet to schedule the cycle of service and ensure Ozone Action Days are adhered to.

As part of the City's Responsible (Green) Purchasing Program, and in order to determine the best value to the City, bid evaluation criteria includes cost, a list of alternative fuel equipment that will be used on City property, and documented knowledge of landscaping best practices that reduce green-house gas emissions and water use. Additionally, this contract represents an implementation of landscaping best practices and a scope of work ensuring that hazardous chemicals are avoided and not allowed to pollute the City's waterways and watershed.

An evaluation team of City of Austin employees with grounds maintenance expertise evaluated and chose this bid as the best to provide these services. Evaluation Criteria included: Cost, Equipment List and Company and Employee Certifications, Education and Experience.

PARD has been utilizing mowing contractors in our operations for the past several years to provide flexibility during peak season and to augment PARD staff to meet high demand. Mowing is not a year round activity so we only use contractors when we can't keep up with the mowing demand during peak season. In addition to regular mowing activities, PARD staff are used for other projects such as support for construction assignments, working on trails, special events, cleaning restrooms, litter removal, and many other special assignments.

Contract Mowers are assigned the least difficult parks with fewer obstructions and perform a basic service of mowing with a minimal amount of trimming. PARD staff mows the smaller parts which are much greater in number. In addition, PARD staff perform a higher level of service in parks, around restrooms, play grounds, tennis courts and other amenities. As a result of the cost per acre is higher due to increased mobilization costs, i.e. travel time, loading and unloading of various types of equipment. If these tasks were assigned to our contractors the cost per acre would be comparable or higher. There are cost savings to the department resulting from not needing to purchase as much equipment and carry the costs of maintenance as well as the labor associated with year round employees. It is necessary to have a mix of contractors and PARD staff for the many assignments given to PARD and quality service for our citizens.

MBE/WBE solicited: 15/5

MBE/WBE bid: 1/0

<b>EVALUATION MATRIX</b> <b>Invitation for Bid - Best Value</b> <b>IFBBV-CB30066</b> <b>Park Zones 7 - 10 / Grounds Maintenance</b>						
Evaluation Criteria	Max Points	*Texas Lawn Sugar Land, TX	Maldonado Nursery Austin, TX	Red & White Greenery Georgetown, TX	TrueGreen Landcare Austin, TX	Greater Texas Landscapes Austin, TX
Cost	55	55	38.5	40.15	34.75	23.83

Equipment Inventory	20	19.25	18	18.5	7	1.25
Company and Employee Certifications Education and Experience	25	12	23.75	19.75	15.5	21.25
<b>TOTALS</b>		<b>86.25</b>	<b>80.25</b>	<b>78.4</b>	<b>57.25</b>	<b>46.33</b>

**\*Non-Responsive. No response to Offer and Award of Contract.**

Note: Bids were received from Great Western Corporation Austin, TX and Valley Crest Landscape Austin, TX, but were deemed non-responsive because they did not submit the correct bid sheet; and from Advance Landscape, Austin, TX, they withdrew their bid due to incorrect unit prices.

**PRICE ANALYSIS**

- a. Adequate Competition.
- b. One hundred and fifty notices were sent including fifteen MBE and five WBE firms. Eight bids were received, one of which were from MBE firms. No WBE firms responded.
- c. The pricing offered for Zone 7 represents an 8% decrease from the contract awarded in June 2010. There is no comparison for Zone 10 since it was bid differently in 2010.

**APPROVAL JUSTIFICATION**

- a. Low bidder.
- b. The Purchasing Office concurs with Parks and Recreation Departments recommended award.
- c. Advertised in the Austin American-Statesman and the Internet.